

Iowa Literacy Council Minutes

7/27/12

IACCT Bldg., 855 E. Court, DSM

Recorder: Tony Timm

Present: Rondelle Reed, Dale Amunson, Bob Weiderholt, La Shell Staley, Alex Harris, Phyllis Hinton, Tony Timm

Welcome to all

Anne Murr: chair, Dale: co-chair for PY 2013.

Members absent are on personal time off for vacation or family reasons.

We are recording this meeting as a trial; and hope for going forward to do this, so those who can't attend in person could do so virtually with listening to the playback.

Alex- Create mini- grant information:

- Funds come from AEFLA (Adult Education and Family Literacy Act).
- There are limitations attached to the funds.
- Council reviewed the Fact Sheet (will attach to minutes)
- July 1st funds available for use
- Notified in March of what the estimated funds are
- Require local program to meet the 25% match: can be cash or in-kind with space or staff
- State receives funds

17.5% kept by state for

- Professional development @ 12.5%
- Administration @ 5%
- 82.5% goes to program expenses

Since 1998, 15 community colleges have received funds.

Grant may need to be a collaborative approach.

ABE (Adult Basic Education)-up to 8th grade

ASE (Adult Secondary Education) 9th grade -12th grade

EL (English Literacy) below 8th grade

In Iowa, EL students are making largest gains.

Iowa has more ABE/ASE levels (6 each category).

Time commitment is a hurdle for completing ABE/ASE.

Other life pressures also play into this work, such as transportation.

Process will be competitive bid process.

- Expectation is that they expand programs/partners each year.
- Structure of program-so much time each week.
- Community college programs are evaluated on 15 performance points.
- Iowa get around \$3,000,000/year.

See handout from the Act-Section 203

Need to add Section 202 to this.

State uses CASAS assessment to measure/determine where student starts.

Dale: It's a struggle to keep students who don't want to be there engaged to participate and not disrupt the classroom.

- One option is \$50,000/ more realistic may be \$10,000 for grant.
- Iowa Literacy Council would review and make award.
- Iowa Literacy Council would review benchmarks and data on program.
- Iowa Literacy Council would develop/advise on RFP/regular reporting.
- DE- monitors money.

We need to establish a timeline to get from RFP to award-outline timeline/who is responsible.

We need to take a look at lowagrants.gov to see how grants are managed on-line. (Council previewed this.)

This could be a paper system, as well.

We need to explore presentations from groups in the community that are being done.

Use an existing grant/modify language to make it applicable to this new grant.

Take existing RFP and make changes at next meeting to make it relevant to this grant.

Next Step:

- 1. Initial thoughts for targeted audiences and or program applicants.**
- 2. "Google"/research Sharon Darling, National Family Literacy to see what they are doing.**
- 3. Need timeline and deliverables.**

4. See if we have a contact at Dollar General.

Proposed Timeline

Sept.

Finance info. regarding rules to program

What have we researched?

Do we invite someone to talk about what is being done-Rondelle inviting

Des Moines Public Schools to talk about their program.

Nov.

Develop 12 required questions that are part of the grant.

Discuss "what else do we need to ask?"

Feb.

Grant revision to get writing done

March

Create the advertisement to announce grant.

Timeline-RFP/grants due/awards

Status updates

Finalize grant

June

Review applications